University of Alberta

Faculty of Science

# Academic Request for Advertising (Faculty & FSO)

**This form must be attached to each job advertisement.**

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**Department:**  **Date:**

**Position Number:**       [ ]  **Previously Posted\*** [ ]  **New Posting**

**Proposed Rank:**

**Estimated Interview Costs:**

**Estimated Start-up Costs (explain):**

Signature: Signature:

 *(Department Chair) (Dean of Science Approval)*

*\*If the job advertisement was previously posted, please forward a copy of the new and the previously posted advertisement to the Office of the Dean.*

*Please note that if* ***foreign nationals*** *are to be considered within the competition, the hiring until shall advertise for a minimum of thirty (30) days in CAUT Bulletin and University Affairs Bulletin.*

*Additional information regarding advertising academic vacancies can be located at:* [*http://www.hrs.ualberta.ca/Recruitment/Academic/*](http://www.hrs.ualberta.ca/Recruitment/Academic/)

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*For Dean’s Office:*

* Update Position Control